



# MIAMI BEACH

## Announcement of Open Position

### **GEOGRAPHIC INFORMATION SYSTEM PROGRAMMER/ANALYST**

\$2,212.91 BI-WEEKLY SALARY

Open: 10/13/2008 8:30 AM

Close: UNTIL FILLED 5:00 PM

#### NATURE OF WORK

This is advanced technical work involved with a Geographic Information System (GIS). Employees in this classification are responsible for assisting in the analysis, design and implementation of complex or large scale projects and the modification of existing systems in a variety of subject matter fields.

Responsibilities include data gathering, defining objectives, identification of problems and defining their solutions, documentation, fact-finding, translating system requirements into database design, process flow diagrams and written program specifications, presenting findings, recommendations and specifications, in written and/or verbal presentations.

Responsibilities also include exercising technical judgment and initiative in applying appropriate security and control procedures to suit user needs. Incumbents may be assigned to a variety of tasks related to the creation, modification, or maintenance of the systems, e.g. programming, user training.

#### MINIMUM REQUIREMENTS (Must meet all in order to qualify)

- Graduation from an accredited college or university with a Bachelor's Degree in Computer Science, Geographic Information Systems, Management Information Systems, Mathematics, Public/Business Administration or closely related field.
- Five (5) years full-time experience in designing and developing computer applications, writing documentation, training end-users, working with vendors, and leading implementation projects. Additional related experience may substitute for education on a year-for-year basis.
- **DESIRES:** Experience in project-leading a major rollout as well as experience in using computerized project management software.

#### TO APPLY

**Please fill out and submit an application through the following ways:**

**E-MAIL:** Applications can be downloaded from the City's website [www.miamibeachfl.gov](http://www.miamibeachfl.gov)  
And then e-mailed to: [jobs@miamibeachfl.gov](mailto:jobs@miamibeachfl.gov)

**IN PERSON:** Monday through Thursday, 8:30 a.m. – 5:00 p.m. (EXCLUDING HOLIDAYS),  
Miami Beach City Hall, Human Resources Department, 3<sup>rd</sup> Floor

**BY MAIL:** Miami Beach City Hall  
Human Resources Department  
1700 Convention Center Drive  
Miami Beach, FL 33139

**(Mailed applications should be received by the closing date specified on the job announcement)**

**FAXES NOT ACCEPTED.** Due to the volume of applications we are unable to verify the status of your application. We are only able to verify receipt of the application. Interviews are conducted by the hiring department. Interviews are not guaranteed to any applicant. Applications will be valid for one year from the closing date of recruitment.

CLASS NO: 1511

UC NO: **08-UO- 1- 446**

EOE/AA/ADA/VET PREF